



**PRE - EVENT
Hazard & Risk
Assessment
2020-2021**

RISK RATING AND CONTROL

Risk Rating Chart

Likelihood	Consequences				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	H	H	E	E	E
Likely	M	H	H	E	E
Possible	L	M	H	E	E
Unlikely	L	L	M	H	E
Rare	L	L	M	H	H

Legend

- E:** extreme risk; immediate action required
H: high risk; senior management attention needed
M: moderate risk; management responsibility must be specified
L: low risk; manage by routine procedures

Control Hierarchy

The control hierarchy is a list of control measures, in priority order, that can be used to eliminate or minimize exposure to hazards. Below is the control hierarchy with general examples of each control measure:

- **Eliminate**
Avoid the risk by removing the hazard completely.
- **Substitute**
Use less hazardous procedure/substances equipment/process.
- **Isolate**
Separate the process from people by the use of barriers/enclosures or distance.
- **Engineering Controls**
Mechanical/physical changes to equipment/materials/process.
- **Administrative Controls**
Change procedures to reduce exposure to a hazard
- **Personal Protective Equipment**
Supply where required

Definitions

Control Hierarchy – A series of control options ranked towards greatest and most efficient management of the hazard.

Hazard – Something with the potential to cause injury or illness.

Risk – The probability of a hazard resulting in an injury or disease, together with the seriousness of the injury or disease.

EVENT TITLE/NAME: _____ EVENT DATE: _____

LOCATION/ADDRESS: _____ DATE COMPLETED: _____

COMPLETED BY: _____

ON BEHALF OF THE COMMITTEE OF THE (insert committee name) _____, AN AFFILIATE OF THE ABCRA.

HAZARD	RISKS	RISK LEVEL	CONTROLS	RISK RESULT	RESPONSIBILITY
Civil Disturbance Animal Activist activity	Injury to staff & public. Disruption of event				
Armed/Dangerous intruder	Injury to staff & public				
Drunk/Rowdy behaviour	Potential injury to staff, public and competitors				
Broken glass, litter etc.	Potential cuts & lacerations. Staff, Spectators and animals				
Ground surface	Injury to competitors, animals, spectators				
Stable areas	Injury to persons or horses. Strong smells Blockage of walkways. Health hazards.				
External Emergency	Potential injuries to public and staff				

HAZARD	RISKS	RISK LEVEL	CONTROLS	RISK RESULT	RESPONSIBILITY
Electrical cords for camping	Injury to persons Power failure				
Fire	Burn injury & loss if fire breaks out				
Weather extremes	Cold/heat induced illness. Dehydration. Participants with inappropriate clothing.				
Wind/Storm	Injury to public, staff, animals from flying debris/falling objects.				
Dust	Poor vision Breathing difficulties Equipment failure Stock comfort Spectator comfort Competitors comfort				
Rain	Flooded drains Slippery surfaces Bogged vehicles Damage to traders goods				
Loss of crowd control and overcrowding	Bodily injury. Injuries to public due to crushing and panic. General discomfort. Injury from horses				

HAZARD	RISKS	RISK LEVEL	CONTROLS	RISK RESULT	RESPONSIBILITY
Major Equipment Movement	Staff carrying large or awkward objects bumping into patrons – causing injury.				
Medical Emergency. Emergency vehicles. Access to the event. Suitable Landing Area for Rescue Helicopter	Potential further injuries to public and staff. Emergency vehicles unable to enter event site due to structures or crowds.				
Missing Person Lost Child	Trauma to those directly involved.				
Negative publicity. Result of emergency situation	Reputation damage to ABCRA, Committee, local Council & Authorities				
Noise	Noise induced hearing loss. Unpleasant surroundings causing aggravation.				
Structures, Scaffold, Fences, Marquees, etc collapsing	Crushing/fall injury to workers, public or participants				
Erection of decorations (eg flags etc)	Falls from heights				

HAZARD	RISKS	RISK LEVEL	CONTROLS	RISK RESULT	RESPONSIBILITY
Plant/Equipment, Trucks	Injury to staff/public by dropping, falling, collapsing or being struck by moving equipment				
Erection/Dismantle of Portable Panels	Injury to staff/workers				
Slips, Trips, Falls and Knocks	Bodily injury to public, workers or participants				
Toilet/Shower block blockage etc.	Inconvenience to public, staff, competitors. Potential health risks.				
Broken water lines	Inconvenience to public Flooding Lack of water for stock. Arena surface.				
Drought	Poor/no cattle available. Competitors unable to attend. Extreme dust. Lack of water. Excessive cattle hire. Extra expense in trucking cattle				
Vehicles/Trucks travelling within grounds	Injury to staff, animals & public				

SITE MAP

A Site Map of your venue must be supplied to Head Office identifying all key areas outlined below:

- Warm Up/Competition areas
- Spectator areas – Grandstands/Seating areas.
- Competitor parking
- Public parking
- Horse Yards, Stables, and laneways.
- First Aid access
- **Please be mindful that horses and spectators must be separated at all times.**

Please note, the site map can be hand drawn or published on a computer and does not have to be to be specifically to scale.

Site Map Example

